



Water Works and Lighting Commission

221 16th Street South P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

AGENDA

There will be a Regular Meeting of the Water Works and Lighting Commission in the conference room on Wednesday, December 14, 2022, at 2:00 PM.

Listed below is the agenda for this meeting.

1. Call to order
 - 1.1. Reorganization of officers
2. Approval, additions, or corrections to the minutes of the following meeting
 - 2.1. Regular Commission Meeting held November 9, 2022
3. Action items
4. Department updates
 - 4.1. Safety Committee
 - 4.2. Line Superintendent
 - 4.3. Water Department Operations
 - 4.4. Customer Support Supervisor
 - 4.5. Director of Finance
 - 4.6. Information Systems Administrator
 - 4.7. Conservation Manager
 - 4.8. Electrical Engineer
 - 4.9. Director of Engineering & Electric Operations
 - 4.10. General Manager
5. Review of accounts payable
6. Adjourn

If given 72 hours' notice, efforts will be made by the General Manager's office to accommodate the needs of disabled individuals through sign language interpreters and other auxiliary aids.

Regular Meeting of the Water Works and Lighting Commission Wednesday, November 9, 2022

There were present:

Commissioner Jay Bemke
Commissioner John Harper
Commissioner Rick Merdan
Commissioner Jeff Penzkover

Also in attendance: Roxanne Gronski, Jeff Kuhn, Todd Weiler, Josh Elliott, Dale Scheunemann, Adam Breunig, Shawn Reimer, Matt Stormoen, Tyler Sneen, and Sean Wall.

1. Call to Order

Acting Chairman Rick Merdan called the meeting to order at 2:00 PM. Commissioner John Bergin and General Manager Jem Brown were excused from today's meeting.

2. Approval, additions or corrections to the minutes of the following meeting

2.1 Regular Commission Meeting held October 12, 2022

There was a motion made by Jay Bemke, seconded by Jeff Penzkover, and carried to approve the minutes of the Regular Commission Meeting held on October 12, 2022, and to place them on file. There were no nay votes recorded.

3. Action items

3.1 There were no action items.

4.0 Department updates

4.1 Safety Committee Report

The commissioners reviewed the October safety committee report and the safety coordinator's monthly report.

4.2 Line Superintendent's Report

This report was reviewed and discussed. Josh Elliott answered questions regarding the number of trouble slips, work orders and call-ins for October.

4.3 Water Department Operations Report

This report was reviewed; October water projects and the completion of the raw water main lining project was discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and current electric disconnections were discussed.

4.5 Director of Finance's Report

This report was reviewed and the financial statements were discussed. Jeff answered questions regarding the 2022 landscape and snow removal RFP that was sent. A new contract was issued and will begin December 1st so there will be no gap in services from our previous provider.

4.6 Information System's Administrator's Report

This report was reviewed and the cameras that were installed at the water towers were discussed. This was done for security and the ability to watch the tower gates.

4.7 Conservation Manager's Report

This report was reviewed and discussed. Shawn Reimer detailed an energy evaluation that he along with an Energy Advisor from Focus on Energy did at a local assisted living facility. Several recommendations were made to help them to lower their energy consumption.

4.8 Electrical Engineer's Report

This report was reviewed and discussed. Tyler Sneen answered questions regarding the voltage regulator testing and maintenance that was just completed.

4.9 Director of Engineering & Electric Operations

This report was reviewed and discussed. Rick Merdan suggested that Todd Weiler give the commissioners a tour of our substations to see all of the changes that have been made.

4.10 General Manager's Report

This report was reviewed and discussed.

5. Review of accounts payables

A listing of all invoices and checks covering October was provided to the commission for review.

6. Adjourn

There was a motion made by Jay Bemke, seconded by Jeff Penzkover, and carried to adjourn at 2:17 PM. No nay votes were recorded.

Respectfully submitted,

John Harper, Acting Secretary

SAFETY COMMITTEE MEETING MINUTES FOR DECEMBER 7, 2022

Discussion with: Dale Scheunemann, Adam Breunig, Josh Elliott, Justin Armagost, Bob Nash, Tyler Sneen, Randy Rosicky and Sean Wall

OLD BUSINESS

There was no old business.

NEW BUSINESS

There were no new safety concerns brought forward at this time.

SAFETY TRAINING/DISCUSSION

The members reviewed and discussed the Personal Protective Equipment (PPE) Program and found no changes required at this time.

There was a discussion regarding winter safety and the need to be very aware of changing weather conditions. With the changing winter conditions roads, parking lots, sidewalks, and steps can become very slippery. Also, be aware of the temperature and always dress accordingly.

UPCOMING TRAININGS

Sean Wall stated that in January will begin our annual review of all safety programs.

Safety Committee meeting ended at 7:30 AM.



Municipal Electric Utilities of Wisconsin
Service. Advocacy. Safety.
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Sun Prairie, WI 53590
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Wisconsin Rapids Water Works & Lighting Commission

November 2022

Prepared By: Sean T. Wall, MEUW Senior Regional Safety Coordinator

SAFETY REPORT

ACCOMPLISHMENTS

1. Training

- a. Emergency Action Plan / Fire Ext. hands on training (crews)

2. Audits/Inspections

- a. No audits / inspections in Sept.

3. Compliance/Risk Management

- a. Attended Safety Committee meeting
- b. Attended Commission meeting
- c. Personal Protective Equipment written safety program sent out for review at Safety Committee

GOALS AND OBJECTIVES

1. Training

- a. Emergency Action Plan / Fire Extinguisher hands on training x2 (make up and office staff)

2. Audits/Inspections

- a. Facility inspection planned for 12/7

3. Compliance/Risk Management

- a. Attend Safety Committee meeting
- b. Attend Commission meeting
- c. All written safety programs have been reviewed annually per regulations!



Water Works and Lighting Commission

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LINE SUPERINTENDENT'S REPORT November 2022

Work Performed

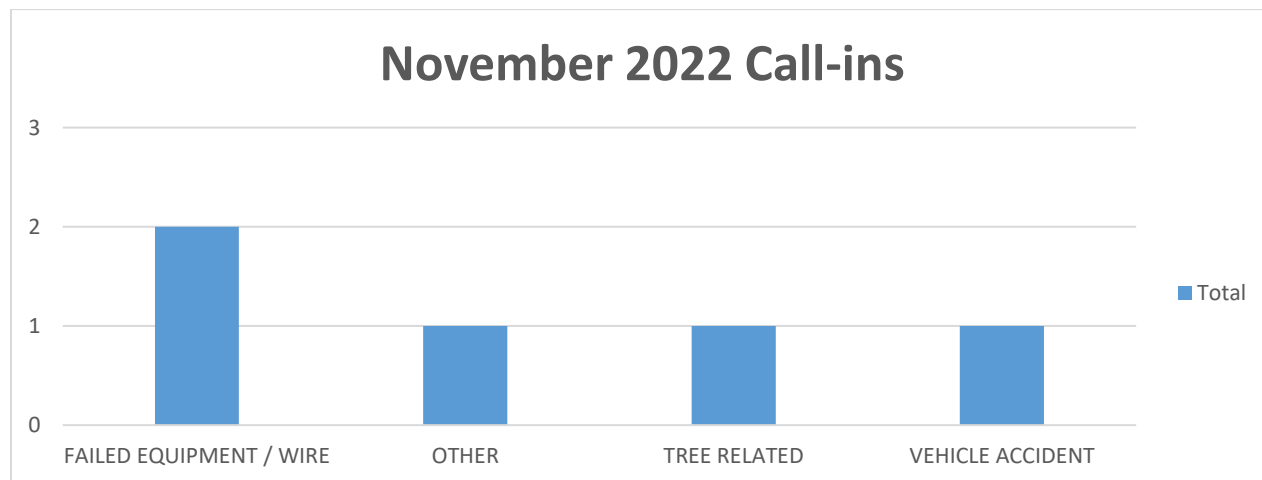
During November, the Electric Department processed 21 work orders, 13 electric service orders, and 57 trouble slips.

Other Projects

- Continued pole replacements
- Continued tree trimming
- Completed multiple customer driven jobs
- Began 2022 inventory prep/cleaning

After Hours Calls

In October there were 10 after hour call-ins.



The call-ins for "Failed Equipment" were for a bad transformer and a secondary fault. The call for "Other" was for communication lines down or low.

Respectfully submitted,

Josh Elliott
Electric Line Superintendent



Water Works and Lighting Commission

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**WATER DEPARTMENT OPERATIONS REPORT
November 2022**

WATER PROJECT

During November, the water department worked on the following projects.

- ❖ Crews have completed the restoration of properties from the raw water project.
- ❖ Crews have reorganized materials in the storage area here at the yard.
- ❖ Crews have started outside inventory before the snow covers material.
- ❖ Crews have started to do annual maintenance of chlorination equipment at the wells.

TROUBLE CALLS

The water meter crew responded to 34 trouble calls. Tested 6 meters.

WATER ELEVATIONS AT MV – 4 MONITORING WELL FOR THE LAST 5 YEARS

The readings given below were taken during the last week of November of the year noted:

2022 – 15'6"	2020 – 15'1"	2018 – 14'5"
2021 – 14'9"	2019 – 14'5"	

The highest elevation for MV – 4 was 12'7" on July 2, 2004.

The lowest elevation for MV – 4 was 21.5 on September 11, 2009.

RETIREMENT

This will be my last commission meeting as I will be retiring at the end of December after 30 years with Water & Light. I have enjoyed my time here and would like to say thank you to the commission and Jim for having confidence in projects that we have completed over the past 12 years in my role as water superintendent. These modifications have made our utility more reliable and efficient to better serve our community.

Sincerely,

Dale Scheunemann

Water Superintendent

**Water Works and Lighting Commission**

221 16th Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300

**CUSTOMER SUPPORT SUPERVISOR'S REPORT
NOVEMBER 2022****COLLECTIONS**

Below is the comparison of active and inactive accounts receivable for November.

ALL PROVIDERS – Active Accounts			
	<u>November 2020</u>	<u>November 2021</u>	<u>November 2022</u>
30 day	215,602	183,795	205,784
60 day	154,639	66,927	78,625
90 day	386,511	22,753	14,406
Current	2,187,219	1,960,171	2,518,164
Total Active	2,943,971	2,233,646	2,816,979
Total Inactive	102,354	61,130	66,356
Total AR	3,046,325	2,294,776	2,883,335

With the Public Service Commission cold weather moratorium starting November 1, we discussed the electric disconnection process to evaluate what worked well and where improvements can be made. We have also transitioned to water disconnection. Our threshold for water disconnection focuses more on the 60 and 90 day past due accounts as water is a much more labor intensive and costly disconnection process. Disconnection letters were sent resulting in four disconnections, and one reconnection. The three properties that remain disconnected are vacant. Additional letters have already been sent for December.

Sara Oleson, Courtney Mancl, and I are scheduled to attend the upcoming Wisconsin Rapids Area Property Landlord meeting on December 12th to discuss water disconnection and give an update on the tax roll for 2022.

Commercial Disconnections

In November, 23 commercial accounts were notified of a past due balance. Eleven locations were tagged for disconnection resulting in three disconnections and three reconnections.

2022 Tax Roll

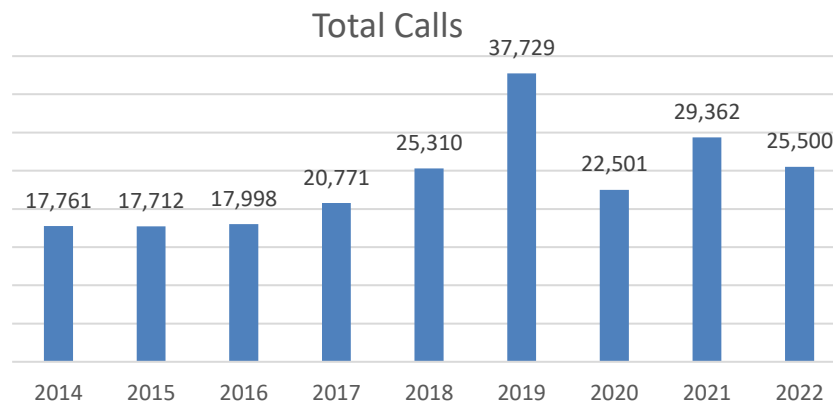
The 2022 tax roll process was completed in November. There were 170 accounts totaling \$44,824 for Electric, \$15,392 for water and \$18,949 for sewer for a total of \$79,165. Customers and/or homeowners had the opportunity to pay the balance before November 1. Final totals sent to the City of Wisconsin to be added to property tax were: \$22,654 for Electric, \$10,276 for Water, and \$12,441 for Sewer for a total of \$45,371.

Tax Refund Interception Program (TRIP) and State Debt Collection (SDC)

We received \$8,536 through SDC in November. Total SDC and TRIP for 2022 is \$83,897.

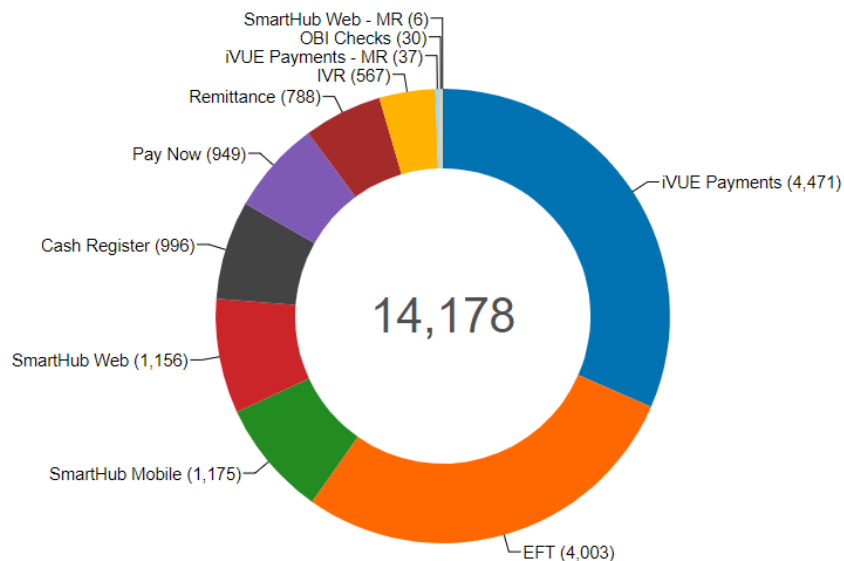
NOVEMBER OFFICE INFORMATION

- ✚ The office staff processed 229 electric and 122 water move orders. Thirty-eight of these orders were received electronically.
- ✚ Sixty-one welcome letters were sent to new customers.
- ✚ Eighty-two properties were verified for cross connection inspection. Well permits will resume in the spring.
- ✚ Office staff answered over 1,670 customer calls in November. Below is a chart of total calls for the last nine years. Other than the high total for 2019 due to the storm that summer, calls have steadily increased. I believe this reflects the ease of communication using smartphones. I would like to again compliment the office staff who have absorbed the increase in call volume with great customer service.



OFFICE PAYMENTS

We received a total of 14,178 payments in November. The chart below shows the breakdown by payment option. To encourage customers to stay in good standing, we have started contacting customers directly to seek assistance and/or prompt payment.



SOCIAL MEDIA / WEBSITE



We posted five messages on Facebook and four messages on Twitter. Our website had 125 new users in November and 1,530 page views.

Respectfully submitted,
Lynn Schroer
Customer Support Supervisor

*Water Works and Lighting Commission**221 16th Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300***Director of Finance Report****November 2022****Financial Reports**

Included in this month's packet are the October 2022 interim financial statements. The electric utility has a \$640,241 net operating income for the year. The water utility has a net operating income of \$624,921 through October. The water customer accounts expense has a negative remaining budget for the year. At the end of the year, as part of the year end entries, a portion of this cost is charged to the City's sewer utility for acting as the billing agent for the City. Under PSC rules, a large portion of this charge is a credit to expenses instead of revenue. The remaining budget balance should be back in line when these year-end entries are completed.

2022 Year End Planning

With the 2023 budget completed, my staff and I started to prepare for the fiscal year end. CliftonLarsonAllen will be on-site December 8th to perform preliminary audit reviews. They also plan to be on-site for year-end inventory count reviews later in the month. We will keep our typical timeline, with final fieldwork in late February or early March and financial statements to the Commission at the May Commission meeting (May 10th, 2023).

2022 Electric Locating Services RFP

Our current contract for electric locating services ends in 2023. An RFP for these services was finalized and will be sent out in December to companies that perform this work. We will have a contract in place before the current one expires so there is no interruption in service.

Respectfully submitted,

Jeff Kuhn
Director of Finance

Wisconsin Rapids Water Works and Lighting Commission
Cash Flow Summary
for Month Ending November 30, 2022

	<u>Current Month</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
Cash Receipts:			
Utility Receipts, Net of Returns	\$ 2,941,438	\$ 37,982,517	\$ 36,506,176
Interest and Dividends	\$ 607	\$ 3,326	\$ 3,513
Transfer from Investments	\$ 900,000	\$ 4,048,957	\$ 2,589,242
ATC Dividend Payment	\$ 18,749	\$ 480,128	\$ 527,885
Total Cash Receipts	\$ 3,860,794	\$ 42,514,928	\$ 39,626,816
Disbursements			
AP Payments	\$ (2,403,707)	\$ (17,341,642)	\$ (13,827,420)
GLU Power Bill	\$ (1,597,130)	\$ (17,946,531)	\$ (16,444,756)
Transfer to Investments	\$ (230,000)	\$ (2,865,000)	\$ (4,615,000)
ATC - Voluntary Capital Call		\$ (285,524)	\$ -
Sales Tax Payment	\$ (102,376)	\$ (687,281)	\$ (659,587)
Payroll	\$ (293,640)	\$ (3,732,720)	\$ (3,555,499)
Service Fees	\$ (5,007)	\$ (50,128)	\$ (49,002)
Total Disbursements	\$ (4,631,859)	\$ (42,908,826)	\$ (39,151,264)
Net Cash Flow	<u>\$ (771,066)</u>	<u>\$ (393,897)</u>	<u>\$ 475,552</u>

Wisconsin Rapids Water Works and Lighting Commission
Combined Utility Income Statement
Year to Date for Months Ending October 2022 and 2021

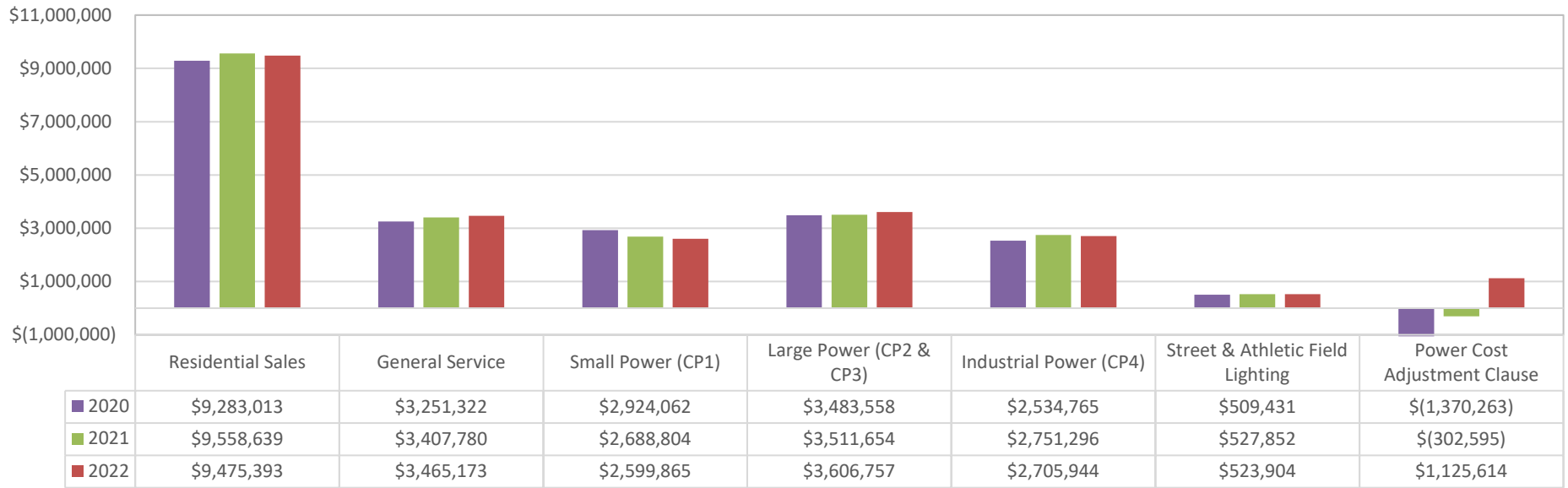
	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 23,502,650	\$ 3,433,196	\$ 26,935,846	\$ 22,143,429	\$ 3,443,748	\$ 25,587,177	6.1%	(0.3%)	5.3%
Other Operating Revenues	\$ 391,774	\$ 1,520,509	\$ 1,912,283	\$ 370,506	\$ 1,476,057	\$ 1,846,563	5.7%	3.0%	3.6%
Total Operating Revenues	\$ 23,894,424	\$ 4,953,705	\$ 28,848,129	\$ 22,513,935	\$ 4,919,805	\$ 27,433,740	6.1%	0.7%	5.2%
Operating Expenses	19,978,210	2,748,010	22,726,219	17,665,850	2,322,088	19,987,939	13.1%	18.3%	13.7%
Depreciation Expense	1,927,723	766,774	2,694,497	1,883,778	837,063	2,720,841	2.3%	(8.4%)	(1.0%)
Taxes Expense	1,348,250	814,000	2,162,250	1,282,500	787,500	2,070,000	5.1%	3.4%	4.5%
Total Operating Expenses	23,254,183	4,328,784	27,582,967	20,832,128	3,946,652	24,778,780	11.6%	9.7%	11.3%
Operating Income (Loss)	\$ 640,241	\$ 624,921	\$ 1,265,162	\$ 1,681,807	\$ 973,153	\$ 2,654,961	(61.9%)	(35.8%)	(52.3%)
Non-Operating Income	796,046	83,354	879,400	753,364	51,723	805,088	5.7%	61.2%	9.2%
Interest Charges	133,280		133,280	141,198		141,198	(5.6%)		(5.6%)
Other Non-operating Exp	313,002	81,959	394,961	292,794	87,697	380,490	6.9%	(6.5%)	3.8%
Net Income (Loss)	\$ 990,005	\$ 626,316	\$ 1,616,321	\$ 2,001,181	\$ 937,180	\$ 2,938,360	(50.5%)	(33.2%)	(45.0%)

Wisconsin Rapids Water Works and Lighting Commission
Electric Income Statement
Year to Date for Months Ending October 2022, 2021, 2020

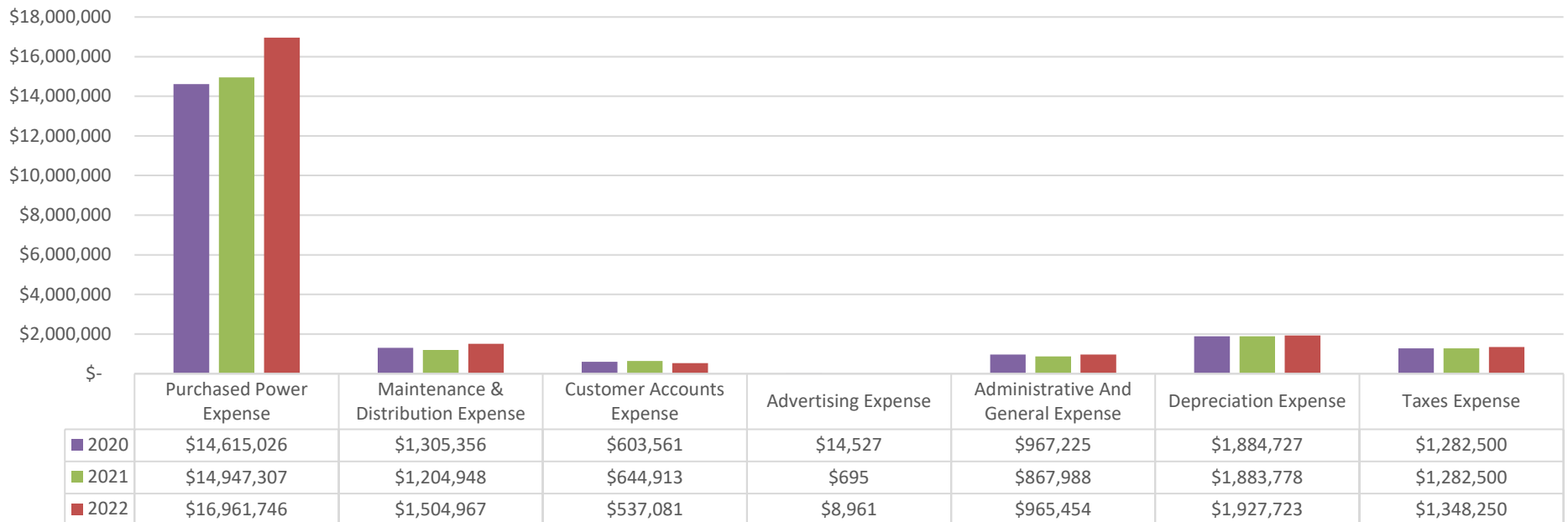
	Current Budget	2022 YTD	2021 YTD	2020 YTD	Remaining Budget
Sales of Electricity					
Residential Sales	\$ 11,298,000	\$ 9,475,393	\$ 9,558,639	\$ 9,283,013	\$ 1,822,607
General Service	\$ 4,145,000	\$ 3,465,173	\$ 3,407,780	\$ 3,251,322	\$ 679,827
Small Power (CP1)	\$ 3,220,000	\$ 2,599,865	\$ 2,688,804	\$ 2,924,062	\$ 620,135
Large Power (CP2 & CP3)	\$ 4,270,000	\$ 3,606,757	\$ 3,511,654	\$ 3,483,558	\$ 663,243
Industrial Power (CP4)	\$ 3,690,000	\$ 2,705,944	\$ 2,751,296	\$ 2,534,765	\$ 984,056
Street & Athletic Field Lighting	\$ 642,500	\$ 523,904	\$ 527,852	\$ 509,431	\$ 118,596
Power Cost Adjustment Clause	\$ (275,000)	\$ 1,125,614	\$ (302,595)	\$ (1,370,263)	\$ (1,400,614)
Total Sales of Electricity	\$ 26,990,500	\$ 23,502,650	\$ 22,143,429	\$ 20,615,887	\$ 3,487,850
Other Operating Revenues					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 44,755	\$ 35,275	\$ 245	\$ (14,755)
Rent From Electric Property	\$ 274,000	\$ 276,704	\$ 265,006	\$ 257,620	\$ (2,704)
Forfeited Discounts	\$ 92,000	\$ 67,376	\$ 61,834	\$ 38,351	\$ 24,624
Other Electric Revenues	\$ 3,500	\$ 2,939	\$ 8,392	\$ 2,562	\$ 561
Total Operating Revenues	\$ 27,390,000	\$ 23,894,424	\$ 22,513,935	\$ 20,914,664	\$ 3,495,576
Operating Expenses					
Purchased Power Expense	\$ 18,468,200	\$ 16,961,746	\$ 14,947,307	\$ 14,615,026	\$ 1,506,454
Maintenance & Distribution Expense	\$ 1,659,000	\$ 1,504,967	\$ 1,204,948	\$ 1,305,356	\$ 154,033
Customer Accounts Expense	\$ 776,200	\$ 537,081	\$ 644,913	\$ 603,561	\$ 239,119
Advertising Expense	\$ 24,000	\$ 8,961	\$ 695	\$ 14,527	\$ 15,039
Administrative And General Expense	\$ 1,326,600	\$ 965,454	\$ 867,988	\$ 967,225	\$ 361,146
Depreciation Expense	\$ 2,340,000	\$ 1,927,723	\$ 1,883,778	\$ 1,884,727	\$ 412,277
Taxes Expense	\$ 1,463,364	\$ 1,348,250	\$ 1,282,500	\$ 1,282,500	\$ 115,114
Total Operating Expenses	\$ 26,057,364	\$ 23,254,183	\$ 20,832,128	\$ 20,672,923	\$ 2,803,181
Operating Income	\$ 1,332,636	\$ 640,241	\$ 1,681,807	\$ 241,742	\$ 692,395
Merchandise and Jobbing	\$ 40,000	\$ 90,085	\$ 22,601	\$ 31,699	\$ (50,085)
Interest and Dividend Income	\$ 703,900	\$ 529,653	\$ 619,192	\$ 663,562	\$ 174,247
Miscellaneous Non-Operating Income	\$ 160,000	\$ 176,308	\$ 111,571	\$ 1,812,952	\$ (16,308)
Total Other Income Additions	\$ 903,900	\$ 796,046	\$ 753,364	\$ 2,508,214	\$ 107,854
Interest Charges	\$ 163,117	\$ 133,280	\$ 141,198	\$ 155,010	\$ 29,837
Other Income Deductions	\$ 382,000	\$ 313,002	\$ 292,794	\$ 291,547	\$ 68,998
Total Net Income	\$ 1,691,419	\$ 990,005	\$ 2,001,181	\$ 2,303,398	\$ 701,414

Wisconsin Rapids Water Works and Lighting Commission
Selected Electric Utility Financial Charts
Year to Date for Months Ending October 2022, 2021, 2020

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses

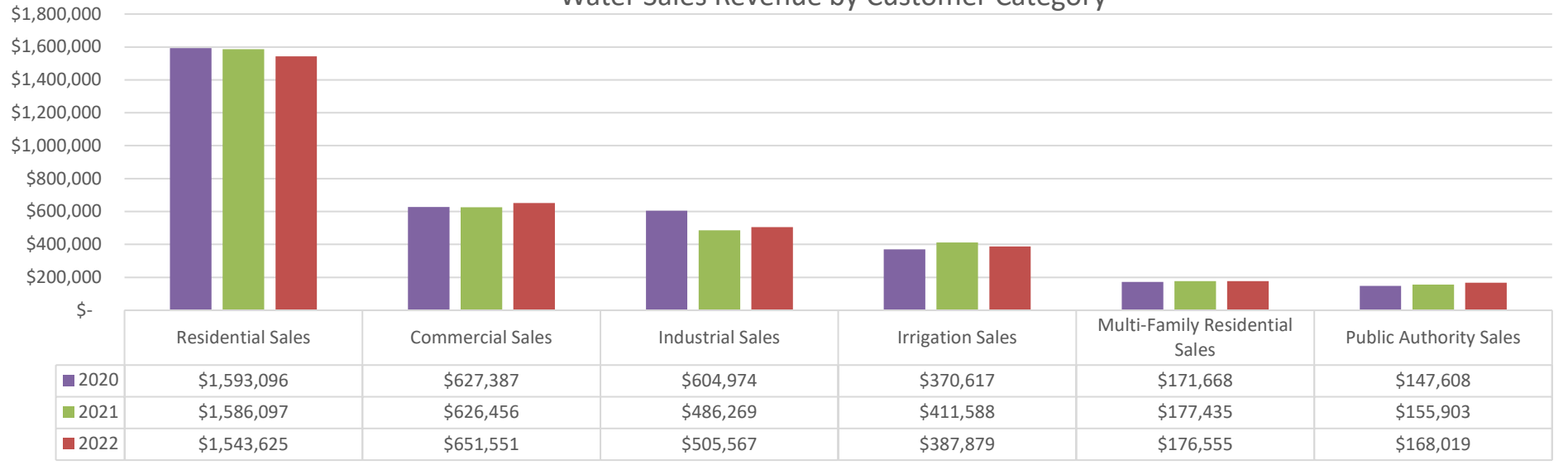


Wisconsin Rapids Water Works and Lighting Commission
Water Income Statement
Year to Date for Months Ending October 2022, 2021, 2020

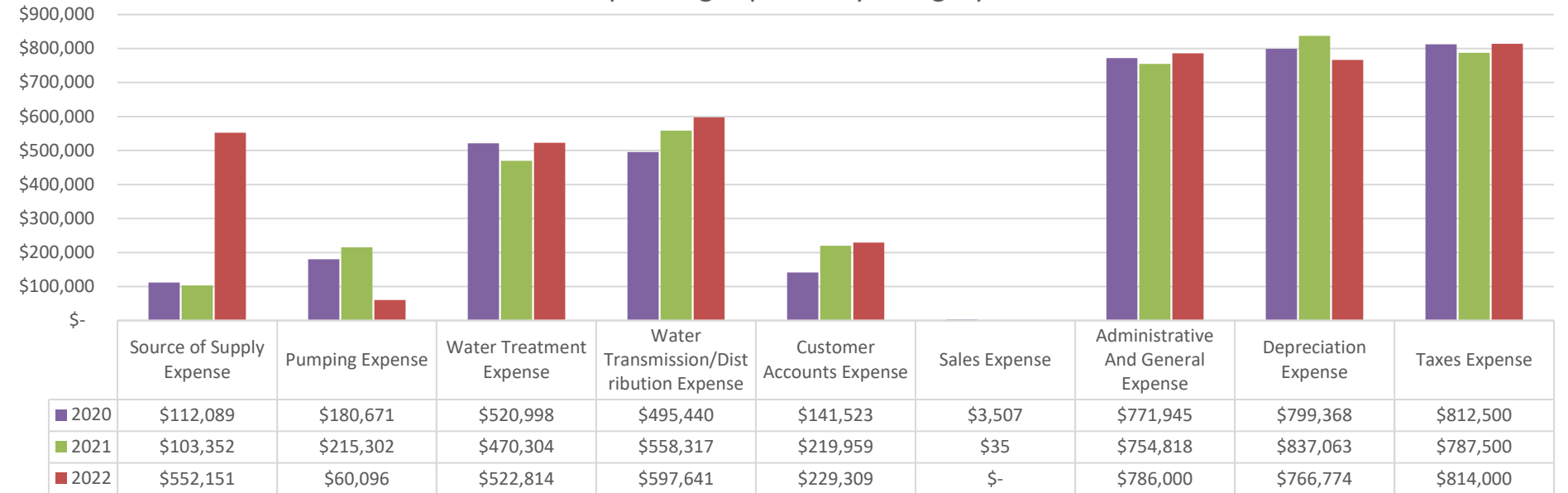
	Current Budget	2022 YTD	2021 YTD	2020 YTD	Remaining Budget
Metered Sales of Water					
Residential Sales	\$ 1,938,000	\$ 1,543,625	\$ 1,586,097	\$ 1,593,096	\$ 394,375
Commercial Sales	\$ 763,000	\$ 651,551	\$ 626,456	\$ 627,387	\$ 111,449
Industrial Sales	\$ 415,000	\$ 505,567	\$ 486,269	\$ 604,974	\$ (90,567)
Irrigation Sales	\$ 367,000	\$ 387,879	\$ 411,588	\$ 370,617	\$ (20,879)
Multi-Family Residential Sales	\$ 216,000	\$ 176,555	\$ 177,435	\$ 171,668	\$ 39,445
Public Authority Sales	\$ 188,000	\$ 168,019	\$ 155,903	\$ 147,608	\$ 19,981
Total Sales of Water	\$ 3,887,000	\$ 3,433,196	\$ 3,443,748	\$ 3,515,351	\$ 453,804
Other Operating Revenues					
Private Fire Protection	\$ 58,000	\$ 47,697	\$ 47,704	\$ 47,901	\$ 10,303
Public Fire Protection	\$ 1,305,000	\$ 1,069,462	\$ 1,053,260	\$ 1,050,355	\$ 235,538
Forfeited Discounts	\$ 25,000	\$ 30,309	\$ 27,364	\$ 17,748	\$ (5,309)
Miscellaneous Service Revenues	\$ 2,000	\$ 1,610	\$ 315	\$ 1,575	\$ 390
Rent From Water Property	\$ 87,000	\$ 76,940	\$ 72,149	\$ 68,111	\$ 10,060
Other Water Revenues	\$ 78,000	\$ 294,491	\$ 275,264	\$ 261,506	\$ (216,491)
Total Operating Revenues	\$ 5,442,000	\$ 4,953,705	\$ 4,919,805	\$ 4,962,547	\$ 488,295
Operating Expenses					
Source of Supply Expense	\$ 279,100	\$ 552,151	\$ 103,352	\$ 112,089	\$ (273,051)
Pumping Expense	\$ 248,100	\$ 60,096	\$ 215,302	\$ 180,671	\$ 188,004
Water Treatment Expense	\$ 603,200	\$ 522,814	\$ 470,304	\$ 520,998	\$ 80,386
Water Transmission/Distribution Expense	\$ 802,400	\$ 597,641	\$ 558,317	\$ 495,440	\$ 204,759
Customer Accounts Expense	\$ 134,700	\$ 229,309	\$ 219,959	\$ 141,523	\$ (94,609)
Sales Expense	\$ 1,000	\$ -	\$ 35	\$ 3,507	\$ 1,000
Administrative And General Expense	\$ 1,002,000	\$ 786,000	\$ 754,818	\$ 771,945	\$ 216,000
Depreciation Expense	\$ 941,021	\$ 766,774	\$ 837,063	\$ 799,368	\$ 174,247
Taxes Expense	\$ 913,886	\$ 814,000	\$ 787,500	\$ 812,500	\$ 99,886
Total Operating Expenses	\$ 4,925,407	\$ 4,328,784	\$ 3,946,652	\$ 3,838,040	\$ 596,623
Operating Income	\$ 516,593	\$ 624,921	\$ 973,153	\$ 1,124,508	\$ (108,328)
Merchandise and Jobbing	\$ 1,500	\$ 1,196	\$ 363	\$ 1,206	\$ 304
Interest and Dividend Income	\$ 32,700	\$ 74,983	\$ 49,740	\$ 49,046	\$ (42,283)
Miscellaneous Non-operating Income	\$ 670,000	\$ 7,175	\$ 1,620	\$ -	\$ 662,825
Total Other Income Additions	\$ 704,200	\$ 83,354	\$ 51,723	\$ 50,252	\$ 620,846
Other Income Deductions	\$ 125,000	\$ 81,959	\$ 87,697	\$ 87,554	\$ 43,041
Total Net Income	\$ 1,095,793	\$ 626,316	\$ 937,180	\$ 1,087,206	\$ 469,477

Wisconsin Rapids Water Works and Lighting Commission
Selected Water Utility Financial Charts
Year to Date for Months Ending October 2022, 2021, 2020

Water Sales Revenue by Customer Category



Water Operating Expense by Category



Wisconsin Rapids Water Works and Lighting Commission
Electric and Water Utility Balance Sheet
Balances as of October 2022 & 2021

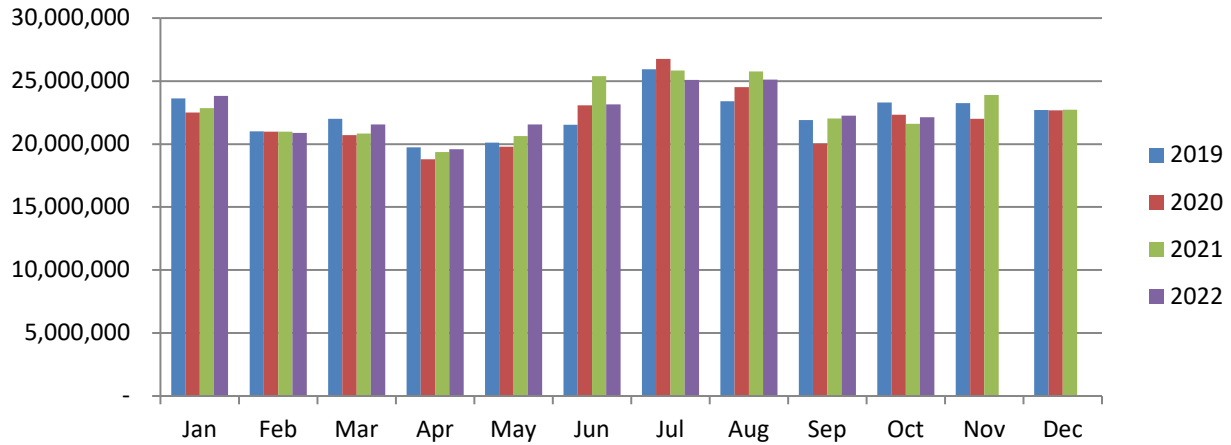
	2022			2021		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
ASSETS						
Utility Plant						
Utility Plant in Service	66,438,509	45,809,525	112,248,034	64,398,318	44,875,706	109,274,024
Utility Plant in Service - Common	7,894,496	2,689,445	10,583,942	7,844,878	2,669,469	10,514,348
Property Held for Future Use	500	104,255	104,755	500	104,255	104,755
Construction Work in Progress	2,783,856	1,806,526	4,590,383	2,793,929	762,158	3,556,087
Total Utility Plant	77,117,362	50,409,751	127,527,114	75,037,625	48,411,588	123,449,213
Less: Accumulated Depreciation						
Accumulated Depreciation	(29,447,107)	(19,113,133)	(48,560,240)	(27,907,055)	(18,289,877)	(46,196,932)
Accumulated Depreciation - Common	(6,001,032)	(1,888,231)	(7,889,263)	(5,740,806)	(1,819,566)	(7,560,372)
Total Accumulated Depreciation	(35,448,139)	(21,001,364)	(56,449,503)	(33,647,862)	(20,109,443)	(53,757,304)
Net Utility Plant	41,669,223	29,408,387	71,077,611	41,389,763	28,302,146	69,691,909
Current and Accrued Assets						
Cash	925,622	735,437	1,661,060	487,542	1,725,800	2,213,342
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	-	-	-	507,765	-	507,765
Temporary Cash Investments	755,197	531,926	1,287,123	702,826	501,560	1,204,385
Customer Accounts Receivable	3,005,952	652,164	3,658,116	2,894,684	681,070	3,575,754
Other Accounts Receivable	150,949	417,455	568,403	104,350	399,452	503,803
Receivable From Municipality	393	-	393	12,232	-	12,232
Notes Receivable	500,000	-	500,000	500,000	-	500,000
Sewer Fee For Collections	-	315,367	315,367	-	309,138	309,138
Due To (From) Municipality	1,795	33,454	35,249	-	32,299	32,299
Plant Materials & Supplies	2,028,941	597,717	2,626,657	1,415,122	371,780	1,786,902
Stores Expense	(49,413)	11,472	(37,940)	(99,337)	5,889	(93,448)
Prepayments	267,706	13,895	281,602	259,272	17,850	277,122
Interest Receivable	-	-	-	-	-	-
Total Current and Accrued Assets	7,588,081	3,308,886	10,896,968	6,785,396	4,044,839	10,830,235
Other Investments						
Depreciation Fund	4,758,436	6,233,210	10,991,646	4,748,485	5,656,982	10,405,467
Other Investments	8,813,326	-	8,813,326	8,328,308	-	8,328,308
Other Special Funds	340,944	3,280	344,224	329,833	11,900	341,733
Total Other Investments	13,912,706	6,236,490	20,149,196	13,406,626	5,668,882	19,075,509
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	437,805	-	437,805	506,554	-	506,554
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	(20,399)	(14,911)	(35,310)	(39,851)	(32,274)	(72,125)
Deferred Outflows Related To Pension	2,457,774	1,323,414	3,781,188	1,605,371	864,429	2,469,800
Misc Deferred Debits	259,574	139,549	399,123	207,820	101,998	309,819
Total Deferred Outflows of Resources	3,137,562	1,448,052	4,585,614	2,282,703	934,153	3,216,855
Total Assets and Deferred Outflows	66,307,573	40,401,815	106,709,388	63,864,488	38,950,019	102,814,507

Wisconsin Rapids Water Works and Lighting Commission
Electric and Water Utility Balance Sheet
Balances as of October 2022 & 2021

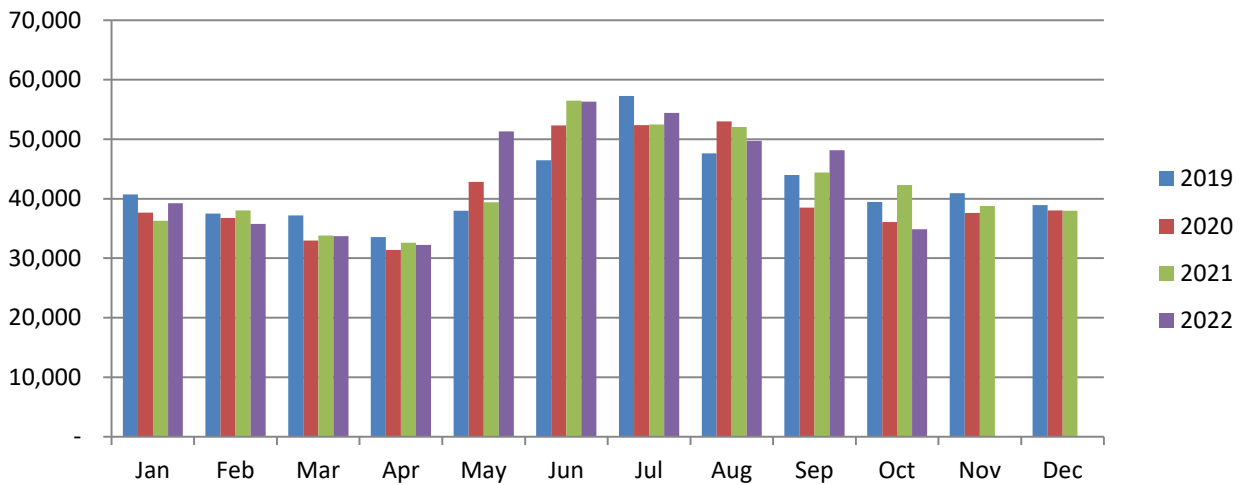
	2022			2021		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
LIABILITIES						
Current and Accrued Liabilities						
Accounts Payable	2,651,875	-	2,651,875	2,223,549	-	2,223,549
Payables To Municipality	-	-	-	-	-	-
Customer Deposits	435,328	-	435,328	441,021	-	441,021
Taxes Accrued	904,999	817,741	1,722,741	860,292	790,877	1,651,169
Interest Accrued	22,810	-	22,810	25,658	-	25,658
Tax Collections Payable	187,333	-	187,333	168,967	-	168,967
Misc Current And Accrued Liabilities	1,718,045	911,802	2,629,847	557,630	139,208	696,838
Total Current and Accrued Liabilities	5,920,391	1,729,543	7,649,934	4,277,116	930,086	5,207,202
Long Term Debt						
Long Term Debt - Bonds	3,995,000	-	3,995,000	4,515,000	-	4,515,000
PROPRIETARY CAPITAL						
Capital Paid In By Municipality	1,030,967	798,819	1,829,787	1,030,967	798,819	1,829,787
Retained Earnings	52,617,351	36,549,038	89,166,390	50,914,842	35,498,394	86,413,236
Total Proprietary Capital	53,648,319	37,347,857	90,996,176	51,945,810	36,297,213	88,243,023
Deferred Inflows of Resources						
Customer Advance For Construction	207,602	-	207,602	74,085	-	74,085
Wholesale Rate Refund & Public Benefits	318,800	-	318,800	319,159	-	319,159
Unamortized Premium On Debt	41,650	-	41,650	48,183	-	48,183
Other Deferred Credits	2,175,811	1,324,415	3,500,226	2,685,135	1,722,720	4,407,856
Total Deferred Inflows of Resources	2,743,863	1,324,415	4,068,278	3,126,562	1,722,720	4,849,283
Total Liabilities, Equity and Def Inflows	66,307,573	40,401,815	106,709,388	63,864,488	38,950,019	102,814,507

Wisconsin Rapids Water Works and Lighting Commission
Monthly Electric Purchases
2019-2022

Electric Purchases by Month (kWh)



Electric Purchases - Demand by Month (kW)



**Wisconsin Rapids Water Works & Lighting Commission
Investment Report**

10/31/2022

INSTITUTION	FACE VALUE	FACE VALUE & ACCRUED INT	RATE/ YIELD	MATURITY DATE	DATE ACQUIRED	TYPE
Local Government Investment Pool (LGIP)	391,211.27	391,211.27	2.9100%			
Prevail Bank	4,071,057.37	4,071,057.37	3.2500%			
Ehlers Investments						
LIVE OAK BANKING COMPANY	215,000.00	215,319.55	1.7900%	11/28/2022	11/25/2019	CD
SALLIE MAE BANK	250,000.00	251,811.99	1.8820%	12/12/2022	12/12/2019	CD
US TREASURY BOND	500,000.00	502,700.16	2.4800%	12/31/2022	6/30/2022	NOTE
WELLS FARGO NATIONAL BANK WEST	248,000.00	248,038.73	1.9000%	1/30/2023	1/30/2020	CD
UNITED STATES TREASURY	197,000.00	197,885.68	1.0800%	2/28/2023	3/3/2022	NOTE
WISCONSIN STATE FINANCE AUTHORITY	70,000.00	70,583.33	5.0000% *	3/1/2023	12/29/2020	NOTE
AMERANT BANK	250,000.00	250,109.59	3.9900%	3/28/2023	9/20/2022	CD
US TREASURY BOND	502,000.00	498,088.76	2.7300%	5/1/2023	6/30/2022	NOTE
US TREASURY BOND	252,000.00	247,412.70	3.9500%	4/15/2023	10/12/2022	NOTE
COLORADO HOUSING AND FINANCE AUTHORITY	150,000.00	150,825.00	1.1000%	5/1/2023	1/31/2022	NOTE
WISCONSIN STATE GENERAL FUND REV BOND	210,000.00	212,151.45	2.0490%	5/1/2023	1/30/2020	NOTE
MUKWONAGO WIS BOND	170,000.00	170,000.00	4.2500%	6/1/2023	10/6/2022	NOTE
US TREASURY BOND	507,000.00	501,749.08	2.9100%	6/30/2023	6/30/2022	NOTE
HOCKING TECHNICAL COLLEGE OHIO	300,000.00	301,018.00	0.7880%	7/1/2023	11/23/2020	NOTE
OKLAHOMA STATE HIGHWAY CAPITAL IMPROVE	50,000.00	50,881.67	5.2900% *	7/1/2023	12/29/2020	NOTE
ILLINOIS HOUSING AUTHORITY	50,000.00	50,237.50	1.9000% *	8/1/2023	12/29/2020	NOTE
NEW YORK STATE DORMITORY AUTHORITY	100,000.00	100,416.67	5.0000% *	10/1/2023	12/29/2020	NOTE
SYNCHRONY BANK	245,000.00	245,030.62	0.4500%	10/23/2023	10/28/2021	CD
WEB BANK	205,000.00	205,526.54	0.7500%	12/29/2023	12/29/2021	CD
FEDERAL HOME LOAN BANK	300,000.00	300,750.50	0.6000%	2/23/2024	11/30/2021	NOTE
AMERICAN EXPRESS BANK	200,000.00	200,471.11	1.6000%	3/1/2024	3/3/2022	CD
CITY OF WATERFORD GO BOND	200,000.00	200,316.67	1.9000% *	4/1/2024	1/30/2020	NOTE
MUKWONAGO WIS BOND	100,000.00	100,000.00	4.3400%	6/1/2024	10/6/2022	NOTE
BARCLAY'S BANK DELAWARE	248,000.00	250,964.63	2.0000%	6/3/2024	5/31/2022	CD
FALLBROOK (CA) PUB UTILITY DIST REV BOND	200,000.00	200,242.33	0.7250%	9/1/2024	1/27/2021	CD
UNITED STATES TREASURY	251,000.00	250,423.73	0.9500%	11/15/2024	12/15/2021	NOTE
FEDERAL HOME LOAN BANK	250,000.00	251,018.75	0.9000%	11/18/2024	10/28/2021	NOTE
CALIFORNIA STATE BOND	245,000.00	245,689.06	2.8400%	4/28/2025	4/28/2022	NOTE
FEDERAL HOME LOAN BANK	145,000.00	145,028.70	2.3600%	4/28/2025	4/28/2022	NOTE
COWETA COUNTY (GA) WATER STSTEM REV BONI	300,000.00	302,500.00	2.0000% *	6/1/2025	6/9/2021	NOTE
CAPITAL ONE NATIONAL ASSOCIATION	175,000.00	176,581.23	3.4300%	7/28/2025	7/21/2022	CD
CLAYTON WIS WATER SYSTEM REV BOND	250,000.00	252,083.33	2.0000% *	6/1/2026	6/1/2021	NOTE
FEDERAL HOME LOAN BANK	500,000.00	501,831.11	1.0290% *	6/23/2026	6/2/2021	NOTE
FEDERAL HOME LOAN BANK	300,000.00	301,291.67	4.9900%	9/30/2027	9/13/2022	NOTE
FDIC INSURED MONEY MARKET	8,388.98	8,388.98				MM
		8,157,368.82				
TOTAL INVESTMENTS	12,605,657.62	12,619,637.46				
ACCOUNT BALANCES POST-JOURNAL ENTRY						
ELECTRIC UTILITY DEPRECIATION FUND						
0-1261-00		4,758,435.64				
ELECTRIC REVENUE BOND REDEMPTION						
0-1252-00		340,869.12				
WATER UTILITY DEPRECIATION FUND						
2-1261-00		6,233,210.04				
TAX ESCROW FUND						
0-1361-00		572,028.85				
2-1361-00		499,386.80				
GENERAL FUND						
0-1365-00		183,167.77				
2-1365-00		32,539.25				
TOTAL INVESTMENTS		12,619,637.46				

*Water Works and Lighting Commission**221 16th St. So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831***INFORMATION SYSTEMS ADMINISTRATOR'S REPORT**
November 2022**Microsoft Licensing**

Once every 3 years Microsoft requires that you renew your licensing contract. Our next renewal is coming up in April of next year. Usually we just work with a third-party vendor to renew our licensing but recently Microsoft has gotten more involved in the process.

In October a Microsoft rep contacted me to talk about a new service that they are offering for free to their customers. The service offers a network evaluation and one-on-one webinars for configuration and security. As part of the service they have you install scanning software inside your network to inventory your systems and look for ways those systems might be more efficient and secure in their cloud environment. As a side benefit, and what I was most interested in, this scanner also looks for system misconfigurations and missing system updates that could create vulnerabilities.

After installing the scanner and letting it run for a week to make sure that it was able to inventory everything we set up a few meetings to go over the results and look for ways that their cloud services might help us. When reviewing the results they did not find any issues with our set up and there weren't any vulnerable systems on our network. We also found that most of our systems would not benefit from a migration to the cloud. Our email server is the only system that might run better and more secure if it was migrated to the Microsoft cloud platform.

Projects

1. Cyber Security
2. SCADA Server Replacement
3. Network Hardware Replacement
4. Cameras for Water Towers

Sincerely,

Matt Stormoen
Information Systems Administrator



Water Works and Lighting Commission

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Conservation Manager Report November 2022

Farmland Management Cranberry Marsh

This month I scheduled an on-site visit with Farmland Management. Concerns of the cranberry marsh pump services having monthly demand charges higher than previous years. I met with Farmland's Marsh Manager and Regional Manager to discuss the 4 accounts that have monthly demand charges. My goal was to address the different Time of Day services on the marsh and how these charges are calculated. A recommendation of how to shave the unnecessary charges when proper practices in irrigation can be performed. Recommendations were as such:

- Variable frequency drive – Continue the proper speeds of the irrigation pumps not to exceed the 50kW threshold which will eliminate all monthly demand charges. This will continue to offer a huge savings on two of the four services.
- Smarthub – A further discussion in how to monitor their services through our on-line usage portal to gain a better perspective of their irrigation practices in conjunction with their load data for each service.
- Diesel Generators – To highly consider the cost difference in exercising their diesel pumps during On-Pk hours to eliminate all monthly demand charges. I will be assisting with figuring the cost of diesel verses running their electric irrigation pumps over these time periods. Other marshes have proven to save a considerable monthly dollar amount and it was highly recommended to consider this practice.

National Theater for Children

Water Works & Lighting Commission sponsored the nationally recognized theater once again in 2022. The educator's reviews received excellent marks. We hope

to have a continuous sponsorship of the theater in the years to come. Attached is the Executive Summary 2022.

Respectfully,

Shawn Reimer

Key Accounts/Conservation Manager



EXECUTIVE SUMMARY FALL 2022

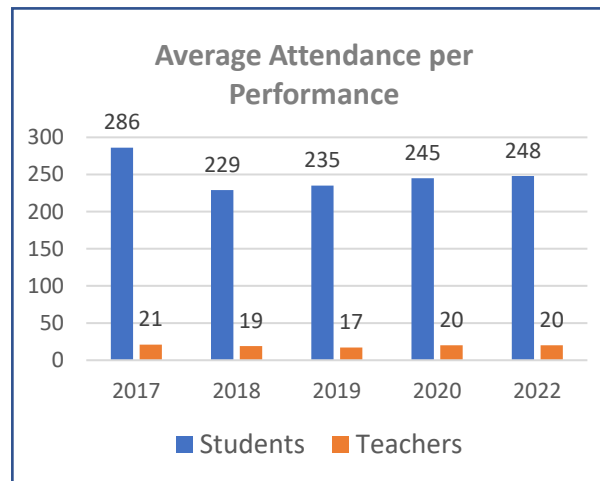
On behalf of Wisconsin Rapids Water Works & Lighting Commission (WW&LC), The National Theatre for Children (NTC) delivered the *Energy Endgame* education program to the WW&LC school community. WW&LC and NTC delivered the energy conservation education program to elementary school students, teachers and family members via NTC's live, in-school assembly platform and digital supplemental educational materials.

This report includes:

- Impact Overview
- Educator Evaluation Summary
- Educational Program Overview
- PR and Media Coverage
- Conclusion

IMPACT OVERVIEW*

The WW&LC energy conservation outreach program ran **October 2-8, 2022** and featured **11** NTC in-school assembly performances reaching **7** schools and a reported **1735** students and **139** teachers in Wisconsin Rapids. The program reached its target audience in 2022 as it has consistently done since 2017.

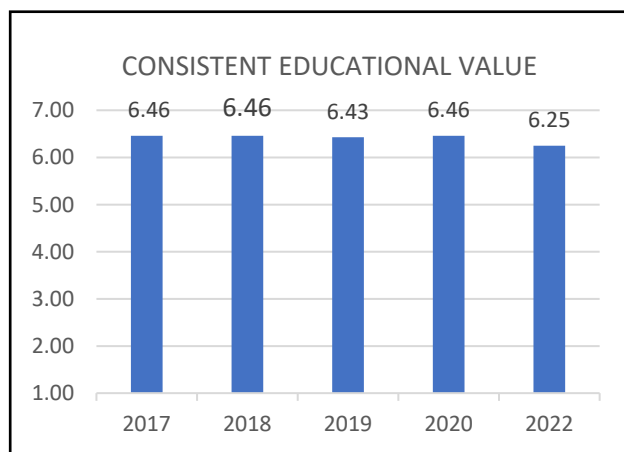


*The full WW&LC fall 2022 scheduling report is attached to the email accompanying this Executive Summary.

EDUCATOR EVALUATION SUMMARY*

Educators were asked to evaluate elements of the *Energy Endgame* in-school assembly program on a scale of 1-7.

The program received an overall educational value of **6.25** with **100%** of teachers and educators reporting they would want a similar educational event in the future. They also rated the program's ability to stimulate discussion amongst students at **6.0**, a positive indicator of the program's deeper educational impact.



Educator Comments

"This was excellent. The actresses were great, and the kids and I really enjoyed it. It had some good reminders for all of us!"

"The actresses were upbeat, which kept the children engaged and laughing."

"The program was great!"

"My first graders loved the program. They were very involved in fighting the troll. It was entertaining!"

"Love the program! One of the actresses was very enthusiastic and engaging. The other actress was a bit hard to hear and was not as engaging, but overall great program."

*The full teacher evaluation report for WW&LC Fall 2022 education program is attached to the email accompanying this Executive Summary.



EDUCATIONAL PROGRAM OVERVIEW

In Fall 2022, students and educators were presented with the in-school assembly performance of *Energy Endgame*, a 25-minute, action-packed, hi-tech adventure that teaches energy conservation and resources.

Supplemental educational materials including a student playbook and an online teacher toolkit were provided to expand on the educational content of the program. NTC made available digital games and activities custom-branded with WW&LC logo to enhance learning. The digital resources were made available at NTCplayworks.com.

All materials aligned with the program's main educational points:

- How we measure energy use
- How energy is wasted
- How we conserve energy
- What renewable resources are

PR AND MEDIA COVERAGE

Media coverage promoting WW &LC's education program (including photos) was posted on Twitter and Facebook.

LINKS TO POSTS:

- [Twitter post with photo](#)
- [Facebook Post from Grant Elementary School with Photo](#)

CONCLUSION

WW&LC and NTC's partnership, again, successfully delivered a well-received high-quality energy conservation education program to the Wisconsin Rapids elementary school community. We look forward to continuing our successful partnership during for the fall of 2023.



Water Works and Lighting Commission

221 16th Street So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

**ELECTRICAL ENGINEER'S REPORT
November, 2022**

Retention Tank Automation Programming

After talking with the filter plant operators about the operation of the recycling process in the filter plant, they notified me that they have been doing the process manually for some time now. The original plan for this process was for the operator to hit a button on the SCADA screen and the procedure would be done automatically. At some point after the system was created, the programming for the automated process stopped working, causing the operators to have to do each step of the process manually instead. I plan to fix the automated process so that we can eliminate the possibility for user error during the process for the future.

High School Sub Fiber Repair

A few weeks ago, we got an alarm that the High School Sub wasn't scanning correctly in the SCADA system. This usually means that either the UPS has stopped working properly, but this time that wasn't the case. We eventually determined that some of the fiber data cables between the High School Sub and the South Water Tower was not transmitting like it was supposed to. There were some spare fibers left that we were able to patch through and get it up and running again. We decided, since there weren't many terminations on the cable left to use, that we would have Van Ert come and redo the terminations on all of the fiber cables with a different type of connector that won't break in the future.

Tyler Sneen
Electrical Engineer



Water Works and Lighting Commission

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**DIRECTOR OF ENGINEERING AND ELECTRIC OPERATIONS REPORT
November 2022**

Traffic Lights at 2nd Ave S and Expressway

A car accident on October 27th destroyed the entire control cabinet for the traffic lights at the intersection of 2nd Ave South and the Expressway. An entire new cabinet was required and our crews did a nice job working with the City and TAPCO in order to obtain one on such short notice. The new cabinet was installed and operational a week later.



Great Lakes Utility Meeting

I attended the monthly Great Lakes Utility meeting on November 15th. The 2023 power supply budgets, the wholesale tariff rates, and the power cost adjustments for GLU-East, GLU-West, and the Lakeswind Project were reviewed and approved.

Preventive Maintenance

I have been working with EPS to schedule preventative maintenance work on three existing regulators at the High School Substation with high combustible gas levels and one transformer at the WR West Substation, which has a high concentration of water in its oil. They plan to be on site the week of December 12th to replace the oil in the regulators and filter and dry the oil in the transformer.

Todd Weiler, P.E.

Director of Engineering & Electric Operations



Water Works and Lighting Commission

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**GENERAL MANAGER'S REPORT
November 2022**

Municipal Electric Utilities of Wisconsin: MEUW had a Legislative and Regulatory Committee conference call on November 9th. The Committee discussed the 3rd party solar proceeding the PSC is considering. This proceeding if passed, would allow 3rd party financing of customer's solar installations, with no regulation of the electric rates paid by the customer. In early December the PSC approved the 3rd party solar financing by a 2-1 vote. This decision will be challenged by the State's utilities in the Legislature and the court system. The State's election results were also reviewed.

Great Lakes Utilities: A lengthy conference call was held on November 14th to review and discuss the contract with ACES for power supply services. Many changes and additions to the agreement were suggested. A conference call with ACES staff will be scheduled to finalize the agreement. A GLU Board meeting was the 15th. The Board meeting was to review and discuss the 2023 budget.

Library Solar Project: WW&LC team met with Katherine (Library Director) and the Mayor on November 28th. The meeting was scheduled to discuss their current contract with Viking Electric and possible next steps to exit the agreement or get more favorable terms.

Jem Brown
General Manager